

**Minutes of the Southern Utah Veterans Home-Ivins,  
Advisory Board Meeting,  
April 12, 2018**

In Attendance: Terry Dunne (Chairman), Scott Smith (Board Member), Jeff McKenna (Board Member), Janet Warner (Board Member), Gary Stolz (Board Member), Leona Marck (Resident Board Member), Tony Moore (State Officer), Jerry Olson (Nursing Home Administrator)

Excused: Barbara Holck, David Houston

Meeting called to order by Chairman Dunne at 4:00 pm and all present were welcomed, after which we offered the Pledge of Allegiance, led by Chairman Dunne.

1. Minutes from the January 11, 2018 meeting referenced for individual read and all board members should have received them via email. Board Member Stolz motioned to approve the January Meeting Minutes, seconded by Board Member Warner, motion passed unanimously.
2. Administrator Olson provided the following:
  - a. Administrator Olson discussed the evacuation drill that the facility performed on 28 March, 2018. The drill's purpose was to test the facilities evacuation plan. The scenario was that an earthquake occurred in the building requiring evacuation of the 600 community and it occurred on the weekend when there would be no administrative staff and fewer workers at the facility. Exercise objectives evaluated included: physical evacuation to Rocky Vista University – RVU; go bags large and small; communication plan including the satellite phone; and emergency medical records. Representatives were invited to observe the drill from Washington County Emergency Services, Southwest Public Health Department, Santa Clara/Ivins Fire Department, Santa Clara/Ivins Police Department, RVU, our nursing home emergency preparedness partners, and Dixie Regional Hospital. Actors were used in place of residents. The drill was a success and lessons were learned that were incorporated into the quality assurance program. The evacuation took approximately 42 minutes. Board Chairman Dunne provided his feedback from the exercise stating that radio communication could be improved. Administrator Olson agreed and said that more training was needed as well as possibly some equipment upgrades.
  - b. Administrator Olson next discussed the new Department Managers. First, Dani Greenwell has been permanently assigned as the Housekeeping/Laundry Supervisor, and Christy Larsen has been permanently assigned as the Staff Development Coordinator, both are no longer interim. Additionally, Carrie Behn has been hired as the new Dietary Manager, she is a Registered Dietitian and moved here from Fresno, CA.
  - c. Administrator Olson discussed the current project that is upgrading the Kitchen Swamp Cooler to a Forced Air Conditioning Unit. The building was designed

with the Swamp Cooler vice and A/C unit and during the Summer rainy season, the Swamp Cooler is ineffective, so this is greatly appreciated by the Dietary staff. Expected completion for the project is 1 June, 2018.

- d. Board Member Stolz asked if the facility had procedures to cover unusual events like bomb threats, active shooters, etc. to which Administrator Olson replied yes, we have multiple procedures to cover all forms of incidents or disasters, natural and/or man-made. The doors are locked during hours that the receptionist desk is not manned.

3. State Officer Report (Tony Moore):

- a. State Officer Moore announced that Avalon was awarded the new 5-year contract to run the facility from May 2018 thru April 2023.
- b. State Officer Moore then gave an update on the Liberty Bell project. Since the last board meeting, there was one sub-committee meeting held and plans for the Liberty Bell were discussed in detail. The plans revolved around Darrell Holck's lead on a 1/4 size Liberty Bell, but unfortunately, that particular Liberty Bell was no longer available and so the project is on hold until another opportunity for a Liberty Bell becomes available. Chairman Dunne added that we are open for suggestions about what could be placed in the park.
- c. State Officer Moore then read a brief statement from Dennis McFall regarding the current status of Utah's Department of Veterans & Military Affairs as follows: Short report---all is well. Contract for 5 years is now signed and awaiting Gary's signature and final registering by State Purchasing. Occupancy is good at all Homes. New registration with SAM (System for Awards Management) is completed so there should be no other delays with Pharmacy payments. Didn't even know they had changed their system until recently. They sent no notice but I just happened to get an email indicating we needed to register again and include all awards, regardless of purpose. I took care of all that and we are good to go. All else is "even keel" and routine. No hot button issues right now. Hope it stays quiet.

4. Resident Report (Board Member Marck):

- a. Board Member Marck started by stating some concerns regarding dietary:
  - i. She stated that the menu items are hard to understand for older people who aren't familiar with newer terms.
  - ii. Board Member McKenna asked how the menu is determined to which Administrator Olson replied that the facility uses a cyclic menu from Crandall that's reviewed by a dietitian. It changes with each season (4 times per year) and is a 4-5 week menu then repeats until the next cycle. We are allowed to change menu items and do occasionally. The Food Committee meeting is held monthly and residents are encouraged to attend and discuss concerns.

- iii. Board Member Marck stated that she was served chicken that was not completely cooked. Late meals, Turkey too often, turkey and other meats cut too thin and too tough.
    - iv. Board Member McKenna asked how often Administrator Olson ate the food to which he responded that he usually eats 2-3 meals per week.
    - v. Board Member Smith asked how often the residents are polled for customer service satisfaction to which Administrator Olson replied that about 10% of the population is polled each month.
  - b. The different events since the last board meeting were provided on an events page in the meeting packet:
    - i. Past Events: February 14<sup>th</sup> – Senator Chris Stewart’s Office Valentine’s Day Cards; February 18<sup>th</sup> – President’s Day Weekend Entertainment (Kayenta Arts Foundation – Vietnam Thru My Lens, Flamenco Guitarists, Violist/Pianist duo from the Las Vegas Philharmonic Symphony); March 29<sup>th</sup> – Easter Egg Hunt with Vista Elementary; April 6<sup>th</sup> – Book signing event for Sam Holiday (Under the Eagle – McPherson).
    - ii. Future Events: April 24<sup>th</sup> – Volunteer Appreciation Open House; May 28<sup>th</sup> – Memorial Day Program (Guest Speaker – MG Burton); TBD May – Pinewood Derby; TBD May – Formal Dance; July 4<sup>th</sup> – Western Hoe Down; TBD July – Car Show
- 5. Board Business Items:
  - a. Chairman Dunne asked the board to think about the Veterans Memorial Park and a potential replacement for the next Board Chairman.
  - b. Chairman Dunne asked if any of the members had suggestions regarding the food complaints to which Board Member McKenna stated that the Food Committee was a good mechanism to discuss specific food complaints.
- 6. Board Member Marck made a motion to adjourn the meeting, seconded by Board Member Stolz, and Chairman Dunne adjourned the meeting at 4:56 pm. Next Meetings tentatively to be held at 4:00 pm on:
  - a. 12 July, 2018
  - b. 01 November, 2018 (The day before the annual golf tournament)
  - c. 10 January, 2019
- 7. FYI, the next board members whose terms are expiring are:
  - a. Scott Smith – 3/8/2019
  - b. Jeff McKenna – 3/8/2019
  - c. Terry Dunne – 6/30/2019